

**THE CITY OF DEXTER  
REGULAR CITY COUNCIL MEETING  
MONDAY, JANUARY 23, 2023**

**A. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

The City Council Meeting was called to order at 7:01 PM by Mayor Keough and was held at 3515 Broad St., Dexter, MI 48130.

**B. ROLL CALL:**

Sanam Aldag – Present  
Jamie Griffin – Present  
Wa-Louisa Hubbard – Present  
Zach Michels – Present  
Dan Schlaff – Present  
Joe Semifero – Present  
Mayor Shawn Keough – Present

Student Representatives:  
Bonnie Keating – Present  
Adam DiGregorio – Present

Also attending: Justin Breyer, City Manager and City Clerk; Michelle Aniol, Community Development Manager; Josh Tanghe, Assistant to the City Manager; Marie Sherry, Finance Director/Treasurer/Assessor; Ashley Elliston-Cowher, Recording Secretary; Rana Emmons, PSLZ, LLC; Megan Masson-Minock, Carlisle-Wortman Associates; Chief Doug Armstrong, Dexter Area Fire Department; residents; and media.

Attending remotely: Grace Whitney, Associate Planner; media; and residents

**C. APPROVAL OF THE MINUTES**

**1. City Council Meeting – January 9, 2023**

Motion Hubbard; support Semifero to approve the minutes of the January 9, 2023 Regular City Council Meeting with the following change:

- On page 7, note that Council Member Michel's motion failed without a second.

Unanimous voice vote approval.

#### **D. PRE-ARRANGED PARTICIPATION –**

1. Proclamation to Recognize the Dexter High School Football Team
  - Members of the Dexter High School football team introduced themselves, then Mayor Shawn Keough read a proclamation recognizing the team and coaches.
  - Thanks to Council Member Hubbard for her work for drafting the proclamation.
  - Members of the football team and their coaches were in attendance to receive the proclamation.
2. Auditor Presentation - Rana Emmons, PSLZ, LLC
  - Ms. Emmons reported that the City of Dexter received the highest level of audit opinion possible and is in good standing. Ms. Emmons gave an overview of the city's sources of revenue, debts, and fund balances.
  - Questions were asked regarding if there is anything the City of Dexter can do to improve their financial practices. Ms. Emmons responded that Dexter is following best practices and the only advice would be to continue to maintain the general fund balance and fund pension/post-retirement liabilities.
  - A question was asked if there were going to be any changes to auditing guidelines in the next year. Ms. Emmons responded that there were no notable changes at this time, but she would report to City Staff if any changes come up.
  - A question was asked regarding if the addition of the Broad Street building affects the audit and what useful life the building has. Ms. Emmons responded that she gave the useful life of the building as 40 years. She responded that it would have had a larger impact if it wasn't appropriately planned for and as it currently stands, everything is moving forward on schedule.

#### **E. NON-ARRANGED PARTICIPATION –**

Joel Waddell from Congresswoman Dingell's office, Western Washtenaw Field Representative

- Mr. Waddell introduced himself and let Council know that Congresswoman Dingell's office is here to support the city and they are open to collaborate and support the City of Dexter as it is helpful. He stated that Congresswoman Dingell is excited to be their representative and would enjoy coming to both large and small events, or supporting the community in any way that is needed.

#### **F. DECLARATION OF CONFLICTS OF INTEREST –**

Council Member Michels – Consent agenda has an item to pay bills to his employer, Carlisle Wortman Associates, so he will abstain from voting on the consent agenda.

- A comment was made that the Conflict of Interest Ordinance for City Council would allow Council Member Michels to vote, if he so chooses.

## **G. APPROVAL OF AGENDA**

Motion Schlaff; support Aldag to approve the agenda as presented.

Unanimous voice vote approval.

## **H. PUBLIC HEARINGS – None**

## **I. COMMUNICATIONS:**

1. Upcoming Meeting List
  - a. A request was made to update last name on meeting calendars for Sanam Aldag.
2. Letter from Carlisle-Wortman – No Comments

## **J. REPORTS:**

1. Finance Director/Treasurer/Assessor – Marie Sherry

Ms. Sherry provided the following update:

- Everyone should have received their W-2 for the year.
- Thanks to Rana for giving a presentation and thanks to all staff who helped ensure a clean audit throughout the year.
- There were updates to the chart of accounts including changing the fund types for some of the accounts, including the Solid Waste Fund and Equipment Replacement Fund. Do not hesitate to reach out with questions.
- A question was asked regarding updates on potential revenue sharing for next year from the Stabilization Fund. Ms. Sherry said she has no updates, but is hoping for an answer soon.

2. Public Services Superintendent – Tim Stewart

Mr. Stewart provided his written two-work report as per packet. Mr. Stewart provided the following update:

- The curb boxes that were out on second street have been replaced.
- The new hire class training started and should be up and running soon.
- The first test was conducted for bacti on Well 5. The goal is to get Well 5 restarted this week.
- M&K has started potholing to look at water leads. This is for a state-mandated project and will aim to complete 25 locations this fiscal year.
- Questions were asked regarding the dead-end manhole on 3<sup>rd</sup> Street, the Huron Park station generator, suggestions when repainting the roads to avoid painting in old parking spaces, an overhead light that needs to be replaced on 5<sup>th</sup> Street, and a fence in need of repair on Parkside that was hit by a tree. Mr. Stewart reported that he has either addressed these issues or will look into them.

3. Community Development Manager – Michelle Aniol

Ms. Aniol submitted her written report as per packet. Ms. Aniol had the following updates:

- The Re-Development Ready Communities (RRC) will no longer honor a previous agreement to allow Council to be part of the review process for permits for program participation. Ms. Aniol clarified that in order to remain ‘officially’ engaged with the RRC program, Council would need to be removed from the permitting process. Ms. Aniol asked for Council’s feedback on whether they would like to remain officially engaged in the RRC process. Discussion was held among Council Members of the potential benefits and drawbacks of remaining engaged in the program. Council members agreed that regardless of if they remain officially engaged, it is worth reviewing their best practice recommendations. A decision on whether or not to remain officially engaged will happen at a later date.
- Interviews for DDA Strategic plan are set for February 1<sup>st</sup> and February 3<sup>rd</sup> for a total of 3 interviews.
- An inspection was completed and confirmed that all violations at a property on Dover have been addressed.
- A report from Ann Arbor Spark on employment and employers will be sent out to Council. It is an employment benchmark report that was recently sent out.
- A question was asked if there is an update on a downtown grocery store. Ms. Aniol replied that there are ongoing conversations around this topic with the current property owners of the potential downtown location, but there are no further updates at this time.

4. Board, Commission, & Other Reports - “Bi-annual or as needed” - None

5. Subcommittee Reports – None

6. City Manager Report – Justin Breyer

Mr. Breyer submitted his written report as per packet. Mr. Breyer provided the following updates:

- Georgia Frost will be the new primary Recording Secretary.
- Advertisements have begun for the annual student representative appointments. Current student representatives will be contacted and encouraged to re-apply if they are not graduating.
- The draft agenda for work session on Saturday, February 4<sup>th</sup> was provided and the start date was set for 9:30 AM.
- There will be an open house to showcase the new Broad Street building for the public on February 22<sup>nd</sup> from 4-7PM. The building is almost ready to move in with construction cleaning completed in the following week followed by final approvals.

7. Mayor Report – Shawn Keough

Mr. Keough submitted his written report as per packet. Mr. Keough provided the following updates:

- Mayor Keough and Mr. Breyer had a meeting with Congresswoman Dingell. Congresswoman Dingell expressed particular interest in the clean-up of Main Street and expressed that she may like to be involved in those meetings.
- There is a meeting scheduled at the end of the week with Scio Township Supervisor, Will Hathaway and David Lutton to talk through development and land preservation opportunities.

8. Council Member Reports - None

**K. CONSENT AGENDA:**

Motion Hubbard; support Aldag to approve items 1 through 5 of the Consent Agenda.

Ayes: Aldag, Semifero, Schlaff, Griffin, Michels, Hubbard, Keough

Nays: None

Absent: None

Motion Carries

**L. UNFINISHED BUSINESS-Consideration and Discussion of:**

None

**M. NEW BUSINESS-Consideration and Discussion of:**

1. Consideration of:       Setting a Public Hearing to Consider an Amendment to the City's Subdivision Ordinance for February 27, 2023

Motion Michels; support Hubbard to approve Setting a Public Hearing to Consider an Amendment to the City's Subdivision Ordinance for February 27, 2023

Ayes: Griffin, Hubbard, Semifero, Michels, Aldag, Schlaff, Keough

Nays: None

Absent: None

Motion Carries

2. Discussion of:           Public Safety Facilities

- Chief Armstrong was present for a discussion with City Council on draft routes for fire trucks and ambulances from the 8140 Main St. and MAV locations.
- Questions were asked regarding the number of runs, the reasoning behind the routes that were selected as examples, and concerns about disruption of neighborhoods with the fire truck paths. Chief Armstrong replied that the routes

were chosen based on the most direct route, but would not be the only route and could depend on things like traffic, time of day, and type of call.

- It was requested to get more information about the types of calls and breakdown of the time of day for the calls to better understand the context of where the new fire station should be placed.
- Council agreed that understanding a full picture/context of the route options and implications of the new site would be important when making a final decision.

#### **N. NON-ARRANGED PARTICIPATION:**

Kyle Marsh - 7820 4<sup>th</sup> Street

- Provided thanks to Council for looking at the sketches and considering them.

#### **O. COUNCIL COMMENTS** (paraphrased or summarized by Recording Secretary)

#### **LIST THESE IN THE ORDER THEY WERE CALLED**

DiGregorio: None

Keating: None

Hubbard: None

Semifero: None

Michels: None

Griffin: Is there still time to discuss if “Dexter” will be painted on the water tower, in reference to the item in the consent agenda? Mr. Breyer responded that there would be time.

Aldag: I would like to thank Marie, Justin, Michelle and everyone on staff for getting us to the end of the year with a clean audit. I appreciate all the work they do every year.

Schlaff: None

Keough: I forgot to recognize the work that Council Member Hubbard did on the proclamation and Mr. Breyer helped with a few tweaks, as well, so thank you for your role in that.

#### **P. PROPOSED AGENDA ITEMS FOR FUTURE MEETINGS - None**

#### **Q. ADJOURNMENT**

Motion Hubbard; support Schlaff to adjourn the meeting at 9:15 PM.  
Unanimous voice vote approval.

Respectfully submitted,

Justin Breyer  
City Manager and City Clerk

Approved for Filing: \_\_\_\_\_